**Planning Board**
**155 Corey Avenue**
**6/21/2011**

**4:00 p.m.**

**Call to Order**
**Pledge of Allegiance**
**Roll Call**

## Regular Meeting

1. **Action Items**

   A. **Acceptance of Minutes**
      1. **1/14/2010 – Joint Meeting with Historic Preservation Board**
      2. **4/09/2011- Regular Meeting**
      3. **5/17/2011 – Regular Meeting**

2. **Discussion Items**

   A. **Amendments to LDC to add additional requirements for variance and conditional use applications.**
   B. **Amendments to LDC deleting administrative variances for dock lengths.**
   C. **Staff request to reschedule July regular meeting from 7/19 to Monday 7/25.**
   D. **General Discussion**

3. **Adjourn**

### APPEALS

If a person decides to appeal any decision made at this Meeting, they will need a record of the proceeding and, for such purpose, may need to ensure that a verbatim record of Meeting is made, which record includes the testimony and evidence upon which the appeal is to be based. (F.S. 286.0105) the city does not furnish verbatim transcripts; interested parties should make the necessary arrangements for verbatim transcripts.

Agenda Material is available for review at City Hall on the Friday preceding the Meeting. In accordance with the American's with disabilities Act and F.S. 286.26, persons with disabilities needing special accommodations to participate in this Meeting should contact Phil Christman at (727) 363-9243 no later than four (4) days prior to the Meeting for assistance.

PLANNING BOARD MEETING

June 21, 2011
4:00 PM

MINUTES

CALL TO ORDER

PLEDGE OF ALLEGIANCE

ROLL CALL

PRESENT

Ward Friszolowski, Chairman
Ron Holehouse
Mike Lehman

EXCUSED ABSENCES

Don Breitweiser
Will Jacoby

ALSO PRESENT

Karl Holley, Community Development Director
Catherine Hartley, Senior Planner
Rebecca C. Haynes, City Clerk

1. Action Items

A. Acceptance of Minutes:

1. January 14, 2010 – Joint Meeting with the Historic Preservation Board
2. April 9, 2011 – Regular Meeting
3. May 17, 2011 – Regular Meeting

Mr. Holehouse noted the following correction that should be made to the January 14, 2010 Minutes: Tom DeYampert is on the Historic Preservation Board, and Ron Holehouse is on the Planning Board.

**Mr. Holehouse moved to approve the Minutes of the January 14, 2010 as corrected, the Minutes of the April 9, 2011 Meeting as submitted and the Minutes of the May 17, 2011 Meeting as submitted. Mr. Lehman seconded the motion.**

**The motion was unanimously approved by voice roll call vote.**

## 2. Discussion Items

### A. Amendments to Land Development Code to add additional requirements for variance and conditional use applications.

Karl Holley, Community Development Director, presented a staff report for this agenda item. This is an issue raised by the City Commission in a number of instances while addressing conditional use applications that were brought before them. They had a concern that there was a lack of standardization in information that applicants presented. The Commissioners wanted to establish a minimum set of application requirements that would be codified as opposed to being administrative in nature, as well as making a policy that would encourage applicants to present certain information that may not be required, but could be beneficial to their decision process.

Since staff would like this to be an actual statutory amendment to the Land Development Regulations, it must come before the Planning Board for discussion and recommendation therefore this issue was brought to this Board for discussion. Mr. Holley answered questions by the Board members.

**This Board agreed to change the time line from one year to three years, as long as it depicts the physical nature of the property. The survey and ownership should be together.**

**This amendment will be brought back to the Planning Board for approval then sent to the Commission for consideration and recommendation. This will be in the form of an ordinance and will be a public hearing.**

### B. Amendments to Land Development Code deleting administrative variances for dock length.

Mr. Holley reviewed previous discussion regarding administrative variances for dock length, etc.

**The Board agreed to remove this item from the Agenda. There is more information for this Board to consider and discuss.**

Mr. Holley was asked to describe the proper procedure to rebuild a non-conforming dock structure.

Mr. Holley explained that the agencies involved are Pinellas County Water & Navigation and the Army Corps of Engineers. Ultimately they have to obtain the appropriate approval from the governing or jurisdictional authority that is necessary. Approvals are required before the City will issue a permit to construct a dock.

The Planning Board is required to review side yard setbacks and dock length and width.

Ms. Hartley suggested that if they are not comfortable with this, they can always tell the Commission they want to investigate this further and they can they leave this part out for now. They could do a separate ordinance and that would give this Board more time.

Mr. Holley offered to draft a summary of the Board's concerns to present to the Commission. This Board must grant the Chairman the authority to sign the letter, since once this Meeting ends they cannot communicate and he will not be able to convey their concerns about the draft of the letter to the Chairman because that will constitute a "back door" communication. The members in attendance agreed to give the Chairman the authority to sign the letter.

**C. Staff request to reschedule July regular meeting**

Ms. Hartley advised that the reason they are requesting the change is that they have two new members on this Board and perhaps they want to schedule a Workshop before the July Meeting.

**It was agreed that a Workshop will be held on July 11, 2011 at 4:00 pm. and the next regular Board Meeting will be held July 25th at 4:00 p.m.**

**D. General Discussion**

Mr. Holehouse asked if they are still looking at hardship versus performance-based standards for variances.

Mr. Holley stated that they do not have specific directions from Commissioners or City Management to undertake that. If it's the consensus of this Board that that is an issue that needs attention, he can schedule that for discussion and get them some information on performance standards and how they work as opposed to regular hardship standards.

The topic of the "Transportation Plan" was brought up which can be found in the Comprehensive Plan. The intersections of Gulf Boulevard, 75th Street and Blind Pass Road were discussed.

Mr. Holley advised that they have been working with transportation engineering consultants for several months on the issue of major configuration of the flow of traffic in that area.

## 3. Adjourn

There being for further business to come before the Board, the Meeting was adjourned at 5:25 p.m.

Rebecca C. Haynes, City Clerk

Ward Friszolowski, Chairman

Minutes Approved on: 3/16/2011